



Data Integration Process For a Third Party EVV Vendor

For service providers who choose to use a third party EVV vendor, the service provider must send the notification by e-mail to LDH's EVV mailbox at EVVHelp@LA.GOV. LDH has established a schedule for transitioning service providers wishing to move from LaSRS to a third party EVV vendor. Due to the amount of work involved in this process, start dates can only begin at the start of each quarter (January 1, April 1, July 1, and October 1).

Please note that **until** the third party EVV vendor has a **successful** and **approved** EVV bridge to LaSRS and the service provider has been given a **start date** for using the third party EVV vendor for EVV purposes, the service provider is **required** to use the LaSRS EVV system for all electronic clock in/out.

An approved start date will not be issued to the third party EVV vendor until a **successful, error-free** test submittal of **all** mandated services currently prior authorized to the service provider (including shared services) is received through the EVV bridge. The error-free test file **must** be **received, processed, and accepted** by SRI **no later than** two weeks before the tentative **approved** start date. Once the error-free test file is received, processed, and accepted by SRI, the state will approve the EVV bridge and issue the start date for use of the new third party EVV vendor system within two weeks.

Following are the steps to the data integration process which is required in order to establish a successful and timely connection to the Louisiana Service Reporting Systems (LaSRS®) Electronic Visit Verification (EVV) system. Third party EVV vendors should submit initial test files **at least** 45 days prior to the approved start dates to allow time for testing, error correction, and resubmittal.

1) Statistical Resources Inc. (SRI) will send your third party EVV vendor three (3) files:

- a **client file** containing demographic information for the participants linked to your agency,
- a **Prior Authorization (PA) file** containing the PAs for the participants linked to your agency, and
- a **service message file** which will be generated once you begin entering provided services. This file will show you any deductions and the reasons for the deductions.

2) You will be required to send SRI two (2) files:

- a file of the services delivered, and
- a file containing the names of the direct support workers (DSWs) and your agency's EVV system users.

The EVV Bridge Data Elements excel document, contains the required file formats for the five (5) files described above. If the files are not formatted as shown on the EVV Bridge Data Elements excel document, they will not be considered valid files.

The link to the website regarding the technical requirements for bridging to the SRI System is:

<http://ldh.la.gov/index.cfm/page/2751>

- Technical Requirements for EVV Providers to Bridge to the SRI System
 - *Data Integration Process*
 - *Data Bridge Elements*

As a Reminder Please Note:

- 1) Initial test files need to be submitted **45 days** prior to an anticipated start date.
- 2) **End to End testing** of an **error-free** test file (**without manual intervention**) will need to be concluded **14 days** prior to an expected transition date
- 3) Go Live Dates for third party EVV vendors can only occur on the **first of the quarter**.
- 4) All records with dates of service **on or past the start date** will originate with third party EVV systems
- 5) Any edits to records with dates of service on or past the start date will be done within the third party EVV systems and sent in the nightly file to SRI

Once the service provider has a start date for implementation, the service provider **must** begin using their third party EVV vendor because only services successfully submitted through the third party EVV vendor bridge will be released for billing. **Service data shall be submitted to LaSRS via the bridge the first business day after the service is delivered/collected.** On the start date, the service provider will no longer have the ability to manually or electronically enter information into LaSRS. If the service provider must make edits after the start date, these edits are to be made through the third party EVV vendor system and the third party EVV vendor will resubmit to LaSRS via the EVV bridge.

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